



Department
for Culture,
Media & Sport

APPLICANT PACK

Board Member British Library

**BRITISH
LIBRARY**

Introduction

The Secretary of State for Culture, Media and Sport wishes to appoint two new members to the Board of the British Library, one of the world's greatest libraries.

The British Library

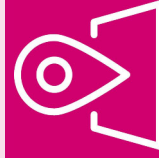
As the national library of the United Kingdom, [the British Library's](#) mission is to "make our intellectual heritage accessible to everyone, for research, inspiration and enjoyment". Choice of the word 'everyone' is deliberate to include all communities and the Library aims to reflect the diversity of contemporary UK society.

In 2023, the British Library will mark its 50th anniversary as the national library of the United Kingdom and, in *Living Knowledge*, the Library has set out an ambitious vision for growth, innovation and development as that landmark date approaches. Major developments underway include projects to digitise and make globally available its most important historic collections; to refresh and transform its service to researchers, online and on-site; to widen its reach and presence for people across the UK, including new partnerships with public libraries; to extend and enhance its Grade 1-listed building in St Pancras, London, as part of a major development partnership; and – over the longer term – to renew and improve its 43-acre campus at Boston Spa in West Yorkshire, where the majority of the collection is now held.

The British Library Board is responsible for establishing the overall strategic direction of the organisation under the terms of the British Library Act 1972 and within the policy and resources framework agreed with the Secretary of State.



c.1600 Staff



London & Boston Spa



Since 1973

The role

Board Member

Members of the Board have corporate responsibility for ensuring that the British Library complies with any statutory or administrative requirements for the use of public funds. Other important responsibilities of Board members include:

- overseeing the delivery of planned results by monitoring performance against strategic objectives and targets;
- representing the Library, as its ambassadors, to stakeholders and potential donors; and
- ensuring that high standards of corporate governance are observed at all times.

You will adhere to the Seven Principles of Public Life, the 12 Principles of Governance and The Code of Conduct for Board Members of Public Bodies.



Key Information

The British Library Board currently comprises 13 members, and is led by the Chair, Dame Carol Black.

Location: Most of the Board members' work is based at the Library's building in St Pancras, London. At least one Board meeting per year is held in the Library's campus in Yorkshire. The successful candidates will be expected to undertake some travel in connection with the role, for which reasonable expenses will be paid.

Remuneration: The role is remunerated at £9,130 per annum. No pension is payable for the appointment.

Time Requirements: The appointment is for a term of four years, expected to start at a mutually convenient date in 2023. The role is for one to two days per month.



Essential Criteria

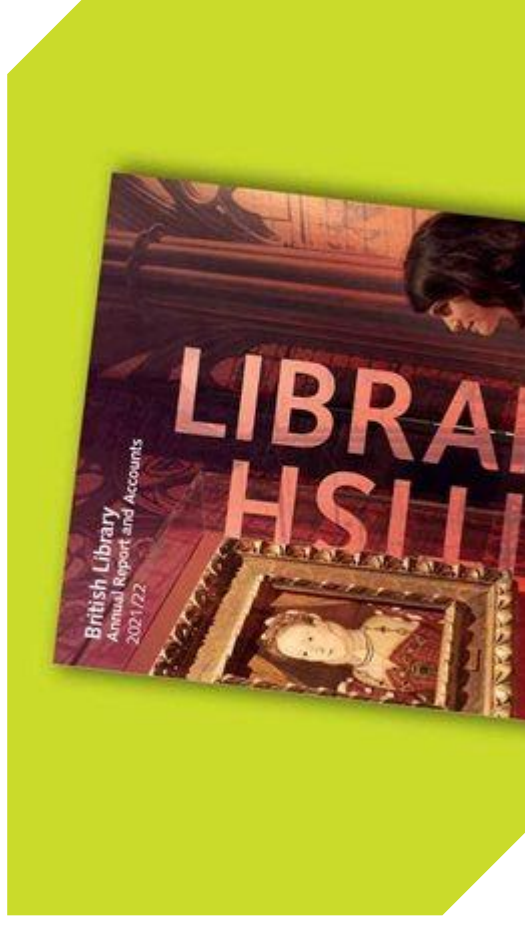
The successful candidate to this role will be able to demonstrate in their application the majority of the following qualities to a high standard:

- A strong commitment to, and appreciation of, the British Library's vision and values, and its public service and entrepreneurial goals;
- An interest in the strategic issues facing the national library in the context of the UK's research infrastructure and knowledge economy over the next decade;
- Sound intellect and judgement and experience of strategic decision making, with the ability to operate effectively at Board level or equivalent;
- Good communication skills, with the ability to act as an ambassador to people of all backgrounds for the Library's traditions and its strategic digital agenda;
- A commitment to preserving cultural heritage, and improving education and understanding of British and World history and;
- A commitment to improving opportunities for people throughout the UK and access to people from a diverse range of backgrounds.

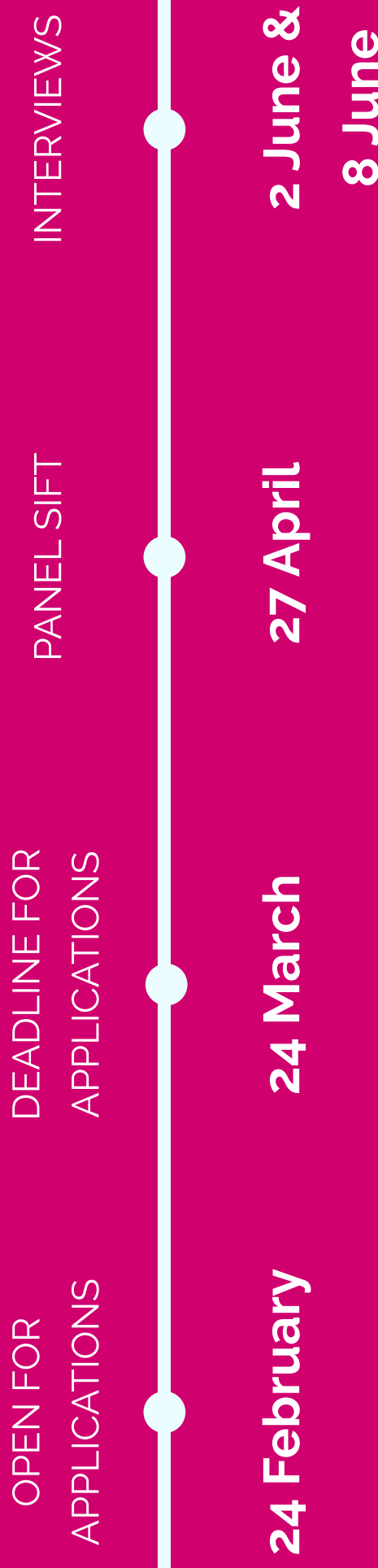
Desirable Criteria

Desirable, but not essential, skills

- The ability to contribute from a deep knowledge and understanding in one or more of the following fields; life sciences, physical sciences, data sciences, literature, culture, higher education, commercial law, business or governance.
- Proven commercial ability and budget management experience.
- The ability to participate and network in support of the Library's fund-raising activities.



Key dates



Advisory Assessment Panel

- Laura Jackson & Louise Smith - Interim Directors, Arts, Heritage and Tourism (Jobshare) - DCMS Panel Chair
- Dame Carol Black - Chair of The British Library - Public Body Representative
- Sahil Mahtani - Independent Panel Member

Diversity and inclusion

DCMS is committed to equality of opportunity and is committed to ensuring that public appointments better represent the views of the communities which they serve. We particularly encourage applicants from underrepresented groups, those based outside London and the South-East and applicants who have achieved success through non-traditional educational routes. We want to ensure any appointee is committed to promoting up diversity, in its broadest possible sense. This will include embedding a commitment to the principles of levelling up and championing opportunity for all across the organisation, helping to ensure that the organisation is one in which a genuinely diverse range of views can be expressed, without fear or favour.

We ask all applicants to complete a diversity monitoring form. We hope you will help us by providing this information. Your data is not disclosed to the panel, but allows us to constantly evaluate any potential barriers to becoming a public appointee and what we can do to encourage a more diverse field to apply.

We try to guarantee an interview to anyone with a disability whose application meets the minimum criteria for the role. By 'minimum criteria,' we mean that you must provide evidence in your application, which demonstrates that you meet the level of competence required under each of the essential criteria.

If you wish to apply under this scheme, either state this in the covering email or letter when submitting your application or contact the team. This will in no way prejudice your application.

Reasonable adjustments

If you would like a confidential discussion regarding any reasonable adjustments during the process, please indicate this in the covering email or letter or communicate with the public appointments team, who will be happy to discuss this with you.





STEP 1

CV

on no more than 2 sides of A4



STEP 2

Statement of suitability

Describe how you meet the criteria for this role, on 2 sides of A4.



STEP 3

A Conflict of Interest form (found on online advert) and a Diversity Monitoring Form, completed via this link.

How to apply

Completed applications should be emailed to:

publicappointments@dcms.gov.uk

Please put 'British Library Board Member' in the Subject line.

This appointments process adheres to the Cabinet Office Governance Code on Public Appointments, which is regulated by the Commissioner for Public Appointments.

Eligibility Criteria

You cannot be considered for a public appointment if:

- you become bankrupt or make an arrangement with a creditor
- your estate has been sequestrated in Scotland or you enter into a debt arrangement programme under Part 1 of the Debt Arrangement and Attachment (Scotland) Act 2002 (asp 17) as the debtor or have, under Scots law, granted a trust deed for creditors;
- you are disqualified from acting as a company director under the Company Directors Disqualification Act 1986;
- you have been convicted of a criminal offence, the conviction not being spent for the purposes of the Rehabilitation of Offenders Act 1974 (c. 53);
- you become subject to a debt relief order or a bankruptcy restrictions order;
- you fail to declare any conflict of interest.

Conflicts of Interest and Due Diligence

If you have any interests that might be relevant to the work of The Gambling Commission, and which could lead to a real or perceived conflict of interest if you were to be appointed, please provide details in your application. If you have queries about this and would like to discuss further please contact the Public Appointments Team.

Given the nature of public appointments, it is important that those appointed as members of public bodies maintain the confidence of Parliament and the public. If there are any issues in your personal or professional history that could, if you were appointed, be misconstrued, cause embarrassment, or cause public confidence in the appointment to be jeopardised, it is important that you bring them to the attention of the Advisory Assessment Panel and provide details of the issue(s) in your application. In considering whether you wish to declare any issues, you should also reflect on any public statements you have made, including through social media.

As part of our due diligence checks we will consider anything in the public domain related to your conduct or professional capacity. This will include us undertaking searches of previous public statements and social media, blogs or any other publicly available information. This information may be made available to the Advisory Assessment Panel and they may wish to explore issues with you should you be invited to interview. The information may also be shared with ministers and the Cabinet Office.



Contact us

Interested in
other DCMS
Appointments?

PUBLIC APPOINTMENTS TEAM

publicappointments@dcms.gov.uk

Campaign Manager: Fi Darcy

fiona.darcy@dcms.gov.uk

JOIN THE DCMS PUBLIC
APPOINTMENTS NETWORK

Hear about vacancies that match your
interests, attend events, and more.

[Click here](#) or email the address
above.